

**BY ORDER OF THE COMMANDER  
AIR MOBILITY COMMAND**



**AIR MOBILITY COMMAND  
INSTRUCTION 24-101, VOLUME 1**

**13 FEBRUARY 2004**

**Transportation**

**MILITARY AIRLIFT TRANSPORTATION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction establishes procedures for distribution, requests for waivers, and changes to this publication. Also, it explains definitions of terms and abbreviations used throughout this publication. It implements AMCPD 24-1, *Military Airlift Policy for Aerial Port Operations*. It is applicable to all AMC air terminals and Air Force Reserve Command (AFRC). This instruction also applies to Air National Guard when published in *ANGIND 2*. This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. The authority to collect and maintain the records prescribed in this instruction are 10 U.S.C. 8013. Privacy Act Statements required by AFI 33-332, *Air Force Privacy Act Program*, are either incorporated in the body of the document or in a separate statement accompanying each such document. Specific system of records notices will be annotated at the beginning of each volume affected. Each volume of the 24-101 series as listed below contains separate contents and forms reference pages:

Volume 2 - Not Used

Volume 3 - Not Used

Volume 4 - Air Transportation Systems Management

Volume 5 - Air Transportation Unit Plans, Resources, and Mobility

Volume 6 - Transportation Documentation, Data, Records, and Reports

Volume 7 – AMC Aerial Port Phase II Aircraft Loading Program

Volume 8 - Passenger Reservation Management

Volume 9 - Air Terminal Operations Center

Volume 10 - Fleet Services

Volume 11 - Cargo and Mail

Volume 12 - Rescinded

Volume 13 - Not Used

Volume 14 - Passenger Service

Volume 15 - Baggage Service

Volume 16 - Border Clearance

Volume 18 - AMC Aerial Port Mobility Units and Aerial Delivery Flights

Volume 21 - Rescinded

Volume 22 - Training Requirements for Aerial Port Operations

Volume 23 - AMC Aerial Port In-transit Visibility

Volume 24 - AMC Passenger Terminal Force Protection

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**1. Policy:**

1.1. AMCI 24-101 is issued and distributed by individual volumes. Work centers will maintain only those volumes pertaining to their individual functional area. All work centers require Volume 1. Keep requirements to a minimum; do not establish unnecessary requirements.

1.2. Unit supplements or other directives that change basic policies, procedures, or formats of this instruction, without waiver, are prohibited as outlined in paragraph 4. Forward copies of implementing supplements and/or directives through channels to HQ AMC/A43LGT for review and appropriate action in accordance with procedures established in AFI 33-360, volumes 1 and 2.

**2. Revisions:**

2.1. Personnel at all echelons are encouraged to recommend changes to this instruction. Forward corrections and recommended changes through command channels to HQ AMC/A43.LGT Intermediate commands should evaluate recommendations and forward them to HQ AMC, or return them, through channels, to the originator with justification for disapproval.

2.2. Formal changes will be published as required. If a recommended change requires immediate dissemination, an Interim Change Notification MESSAGE will be accomplished.

**3. Distribution:**

3.1. AMC Air Mobility Squadrons, Air Mobility Operations Groups, and/or agencies performing the air transportation function for AMC to include Contract Air Terminal Operation (CATO) and Navy-operated AMC terminals will maintain an adequate number of applicable volumes of this instruction to ensure availability to transportation and aircrew personnel. In addition, copies will be maintained for use by personnel going TDY to non-AMC bases to perform the AMC transportation function.

3.2. Maintain at least one copy of the instruction in each flight operations and clearance section maintained by AMC.

3.3. When considered desirable by airlift squadron commanders, include applicable portions of this instruction as a part of aircrew trip kits.

3.4. Organization commanders will establish an internal control system for distribution of volumes of this instruction and changes. Semiannual checks should be made to ensure holders of instructions have properly posted all changes.

**4. Waivers:**

4.1. The intent of requesting, controlling, and monitoring of waivers at HQ AMC level is two-fold:

4.1.1. To provide flexibility to field units when local conditions prohibit full compliance with an established standard or continued compliance could impact on the mission or service to users.

4.1.2. To monitor trends in waiver requests so standards can be adjusted or revised to provide maximum service to AMC users, with minimum impact on AMC resources.

4.2. HQ AMC is waiver authority for the organizational, personnel, facility, equipment, forms and procedural requirements of this instruction. Waivers will be granted in accordance with AFI 33-360, Volumes 1 and 2. Forward requests for waiver(s), accompanied by appropriate justification, through

channels, to HQ AMC/A43.LGT HQ AMC/A43LGT monitors requests and assigns waiver control numbers for those approved.

4.3. Submit request(s) for waiver(s) as soon as a problem area is known.

JEFFREY W. ACKERSON, Col, USAF  
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## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

**References**

JFTR, Volume 1 *Joint Federal Travel Regulation Uniformed Service Members*  
JTR, Volume 2 *Joint Travel Regulation Department of Defense Civilian Personnel*  
DOD 4000.25-1M *Military Standard Requisitioning and Issue Procedures (MILSTRIP)*  
DOD 4500.9-R *Defense Transportation Regulation*  
DOD 4515-13-R *Air Transportation Eligibility*  
AFI 10-403 *Deployment Planning and Execution*  
AFI 21-103 *Equipment Inventory, Status, and Utilization Reporting*  
AFPD 24-1 *Personnel Movement*  
AFI 24-101 *Passenger Movement*  
AFJI24-109 *Air Terminals and Aerial Ports*  
AFMAN 24-204 (I) *Preparing Hazardous Materials for Military Airlift*  
AFI 33-360, Volume 1 *Publications Management Program* and Volume 2 *Forms Management Program*  
AFI 37-161 *Distribution Management*  
AFI 90-201 *Inspector General Activities*

**Terms**

**AACG**—See Arrival Airfield Control Group.

**Abort**—To turn back from an airlift mission before the next scheduled destination is reached, for reasons other than enemy action. This may occur after an aircraft is airborne or on the ground before takeoff.

**Accepted Cargo**—Cargo whose packaging and documentation have been verified with respect to shipment information required by applicable DOD regulations, and cargo, which is in one of the processing phases necessary to prepare it for onward movement.

**Accompanied Baggage**—Personal and public property carried or accompanied by a passenger and not documented as cargo.

**Accounting and Disbursing Station Number (ADSN)**—A serial number assigned to each accounting/disbursing office where funds are deposited/handled.

**ACL**—See Allowable Cabin Load

**Actual Time Blocked (ATB)**—See Block Time.

**Actual Time of Departure (ATD)**—The time an aircraft actually becomes airborne.

**ADPE**—See Automated Data Processing Equipment.

**Aerial Delivery Support Branch (ADSB)**—Supports airlift airdrop training and provides aerial delivery

support during contingency and wartime operations.

**Aerial Port**—An airfield, which has been designated for the sustained air movement of traffic and to serve as an authorized port for entrance or departure to or from the country in which located.

**Aerial Port Control Center (APCC)**—The APCC is the Air Transportation control agency, which ensures proper coordination and direction of aerial port resources to accomplish expeditious movement of passengers and cargo and maximum utilization of airlift capability within the theater airlift system. The TACC/APCC ensures the proper coordination/use of worldwide airlift requirements and resources. The APCC works directly for the Director, Aerial Port Operations in TACC/XOG.

**Aerial Port of Debarkation (APOD)**—A station which serves as an authorized port to process and clear aircraft (scheduled, opportune, tactical, and ferried) and traffic for entrance to the country in which located.

**Aerial Port of Embarkation (APOE)**—A station which serves as an authorized port to process and clear aircraft (scheduled, opportune, tactical, and ferried) and traffic for departure from the country in which located.

**Aerial Port Squadron**—An Air Force organization which operates and provides the functions assigned to aerial ports, including processing personnel and cargo, preparing air cargo and load plans, loading and securing equipment and cargo aboard aircraft, and supervising units engaged in aircraft loading and unloading operations.

**Aeromedical Evacuation System**—A system which provides (a) control of patient movement by air transport; (b) specialized medical attendants and equipment for in-flight medical care; (c) facilities on or in the vicinity of air strips and air bases for the limited medical care of intransit patients entering, *en route*, via, or leaving the system; and (d) communication with originating, *en route*, and destination medical facilities concerning patient transportation.

**Airlift Clearance Authority (ACA)**—A service activity, which controls the movement of traffic into the airlift system (DTR Part II).

**Airlift Contract**—A contract between the government and an air carrier to provide transportation for DOD sponsored traffic.

**Airlift Control Center (ALCC)**—An operations center where detailed planning, coordinating, and tasking for tactical airlift operations are accomplished. This is the focal point for communications and the source of control and direction for the tactical airlift forces.

**AMC Affiliation Training Program**—Establishes a liaison among the AMC and Army, Navy, Marine, and other Air Force units for joint combat training. The program consists of a training syllabus covering airlift movements, AMC Aircraft Inventory, Civil Reserve Air Fleet (CRAF), Supported Force Responsibilities, Marshaling, Shoring, Weighing, and Marking vehicles and General Cargo, Aircraft Weight and Balance, Load Planning, Manifesting, and Safety. An AMC Airlift Control Element teaches the course at the user's location.

**AMC Cargo Possession Time**—Begins with system entry time and ends with APOD released/offered time.

**AMC Cargo Schedule**—An operator-oriented publication that is published monthly. The schedule provides itineraries for the movement of passengers and cargo over established worldwide routes, serviced by either DOD aircraft under the control of AMC or commercial aircraft under contract and

scheduled by AMC.

**AMC Data Dictionary**—A dictionary containing all standardized data elements used in all automated systems within the command. Designed to provide standard data elements for inclusion in new systems and provide easier interfaces between automated systems.

**AMC Sequence Listing for Channel Traffic**—An annual publication identifying all AMC channels and approved operating frequency. It also contains a cargo routing guide. HQ AMC TACC/XOGD is OPR for publication of the listing. Changes to the annual listing will be forwarded by message.

**Airlift Deployment Analysis Systems (ADANS)**—An AMC unique automation's system which will provide interactive deployment scheduling as well as improve scheduling for deliberate planning, wartime and contingency planning, exercise deployment/redeployment planning, peacetime scheduling, and airlift efficiency analysis.

**Airlift Requirement**—The total number of passengers and/or tonnage of cargo/mail forecast to be airlifted to or from an area during a specified period of time.

**Airlift Service Organizations**—(See Industrial Fund organizations).

**Air Line of Communications (ALOC)**—The air routes, which connect an operating military force with a base of operations and along which supplies and reinforcements move.

**Air Movement Designator (AMD)**—A combination of letters and numbers assigned in accordance with established codes to identify the originating and destination station, priority, type travel, movement month, and sponsoring department in whose interest the traffic is being moved.

**Air Reserve Component (ARC)**—All units, organizations, and members of the Air National Guard (ANG) of the United States and the United States Air Force Reserve (AFRES).

**Air Terminal**—A facility on an airfield, which functions as an air transportation hub, monitoring the loading and unloading of aircraft and the intransit processing of passengers and cargo. The airfield may or may not be designated an aerial port.

**Air Terminal Operations Center (ATOC)**—The air terminal work center which exercises operational control over other terminal work centers. ATOC coordinates activities for loading, unloading, and fleet servicing aircraft. Manages the port backlog. Coordinates with other agencies concerned with aircraft scheduling and space allocations.

**Air Transportation Computer-Based Training (ATCBT)**—An individualized computer training system designed as a bridge between formal technical school training (2T2XX) and upgrade training at unit level. This concept standardizes the training content from formal schools, Career Development Courses (CDC), and the unit OJT.

**Allowable Cabin Load (ACL)**—The total load that an aircraft can transport over a given distance taking into account weight and volume.

**APOD Processing Time**—Begins at APOD receipt time and ends when cargo is offered or released (whichever occurs first) to the consignee for onward movement.

**APOE Processing Time**—Begins at truck/aircraft arrival at the APOE and terminates when cargo is processed for movement (see Processed Time).

**Arrival Airfield Control Group (AACG)**—The organization that receives transported units from the Air Force carrier and controls them until released to their parent unit.

**Audiovisual Program**—A presentation using tape and slides, film strips, motion pictures, or television as the media, and contains the principles of programmed instruction. For example, information is presented in predetermined steps and students are directed to work an exercise or respond to information and are made aware of their progress.

**Authorized Excess Baggage**—Additional accompanied baggage over two pieces, or in excess of size and weight limitations authorized in official travel orders.

**Authorized Ground Time**—The aircraft ground time as published in the AMC cargo and passenger schedules, mission setup message (AIMS) or OPLAN/OPORD. See ground time.

**Automated Information System (AIS)**—Any equipment or interconnected system <../dir-036/\_5255.htm> or subsystems of equipment that is used in the automatic acquisition <../dir-001/\_0136.htm>, storage, manipulation, management, movement, control, display, switching <../dir-035/\_5214.htm>, interchange, transmission <../dir-038/\_5556.htm> or reception of data <../dir-010/\_1401.htm> and includes computer software, firmware, and hardware.

**Automatic Data Processing Equipment (ADPE)**—Equipment used in the processing of data within the aerial port structure.

**Automatic Identification Technology (AIT)**—Consists of process control hardware, application software, and hybrids that provide industry-standard real-time data acquisition to enhance productivity. It includes barcodes, radio frequency identification, magnetic stripes, smart cards, common access cards, and optical laser cards.

**Average Age**—The arithmetic means of elapsed time between cargo receipt and a particular hour. Reflects the average time shipments have been on hand.

**Average Port Hold Time**—Reflects the arithmetic means of capturing elapsed time between cargo receipt and the actual time of movement. Reflects average based on shipments moved.

**Average Processing Time**—Reflects the arithmetic means of elapsed time between cargo receipt and the time cargo is processed. Reflects average based on shipments processed.

**Backup Aircraft**—An aircraft ready, available, and unassigned, which may be substituted for the assigned aircraft for a specific mission.

**Baggage Allowance**—The maximum baggage weight and pieces a passenger may carry as authorized by regulation, orders, or limited by type of aircraft.

**Baggage Service Center (BSC)**—Centralized baggage system located at Charleston AFB, SC for tracing mishandled baggage AMC-wide, finalizing claim actions, and compiling statistics.

**Bare Base**—A base that has a runway, taxiway, a parking area, and a source of water that can be potable.

**Base Consumption Cargo**—Cargo having an ultimate consignee code of the local base supply activity or any unit supported by the local base supply activity.

**Block Time**—*Block out time* is determined when the aircraft actually moves, not when the aircraft chocks are removed. *Block in time* is when the aircraft has come to a complete stop and wheels have been chocked.

**Blue Bark**—US military personnel, US citizen civilian employees of the DOD and dependents of both categories when travel is as a result of the death of an immediate family member. It also applies to escorts for dependents of military members traveling under competent orders issued pursuant to Joint Federal



Travel Regulation, chapter 7, Part R.

**Border Clearance**—Entry and exit clearances and inspections required to comply with Agriculture, Customs, Immigration, and Immunization directives.

**Borrowed Aircraft**—Aircraft on loan from another command or a nonindustrial fund unit of the single manager.

**Box Lunch**—Meal and beverage purchased by a passenger for consumption during flight

**Break Bulk Pallet**—A pallet received at an APOD that must be broken down (depalletized) since it contains cargo or mail for more than one destination.

**Cargo**—Supplies, materials, stores, baggage, or equipment transported by air or surface.

**Cargo Airlift Intransit Time**—The elapsed time between cargo departure from the APOE and its arrival at the APOD.

**Cargo Awaiting Airlift Time**—Begins with GMT hour and date the cargo is processed/palletized and ends with flight departure hour/date.

**Cargo Configured Aircraft**—Aircraft employed principally for transportation of cargo and mail.

**Cargo Density**—Weight of a package expressed in terms of pounds per cubic foot.

**Cargo Deployment Function (CDF)**—A subordinate work center of the Transportation Control Unit (TCU). The CDF receives, inspects, marshals, and loads cargo for deployment.

**Cargo Movement Operations System (CMOS)**—Provides worldwide-automated logistics support to the base level transportation activities in the receipt, processing, and movement of material within the National and Defense Transportation System.

**Cargo Processing Phases**—All actions related to the processing of cargo and associated documentation into a unit configuration acceptable for onward movement.

**Cargo Receipt Time**—The GMT hour and date of truck arrival and/or aircraft block.

**Cargo Routing Guide**—Concepts and procedures published in the TACC operating policy or channel traffic movement plan, which states transshipment policy and identifies authorized transshipment points.

**Categories of Airlift International**—

(1) Category A—Transportation of cargo in less than planeload lots on a carrier's regularly scheduled commercial flight. AMC pays the carrier through direct billing to AMC. Users reimburse AMC at the common user rate based on appropriate movement documentation.

(2) Category B—Transportation of passengers and/or cargo in full planeload lots on other than carriers regularly scheduled commercial flights. Payment to carrier via contract with AMC. Users reimburse AMC at the common user rate based on appropriate movement documentation.

(3) Category E—Movement of passengers on military air evacuation flights. Flights normally operate between military airports. Passengers are booked by AMC passenger booking activities. Services are billed at the TWCF tariff rate.

(4) Category M—Movement of passengers on military passenger or cargo/passenger-configured

aircraft. Flights normally operate between military airports. Passengers are booked by AMC passenger booking activities. Passengers use travel orders with a control number applied by the TMO/ITO/PTO, as travel authorization. The services are billed at the TWCF tariff rate.

(6) GSA City Pairs--See General Services Administration (GSA) City Pair Fairs.

**Center of Balance (CB)**—Point at which the weight of an item is evenly distributed or balanced. Also known as center of gravity (CG).

**Change Fund Custodian**—The individual appointed by the squadron/port operations officer/detachment commander to obtain operating funds from the servicing AFO in accordance with DFAS-DE 7010.1-R, *General Accounting and Finance Systems at Base Level*, and DODFMR 7000.14, Volume 5, and responsible for the accountability of the change fund and AF Forms 463, *Request for Flight Meals*.

**Channel**—APOE/APOD pairs between which common user airlift service may be provided on a scheduled basis. A channel does not represent the actual aircraft routing, although the two may be the same. Channels are established by TRANSCOM.

**Channel Extension**—A regular channel mission performing an added stop at a nonchannel location. HQ AMC approves channel extensions on a case-by-case basis. Normally, approval is contingent on the onload/off-load locations) being within 2 hours of a channel APOD/APOE and will not result in a major deviation from mission schedule.

**Channel Objective Time**—An objective for the cargo intransit time developed for each CONUS to overseas channel. Although objectives for some channels may exceed the intransit time standards, objectives must be designed to ensure the overall average for the UMMIPS logistics area is met.

**Channel Traffic**—Traffic moved between points designated in the AMC Sequence Listing for Channel Traffic.

**Checked Baggage**—Baggage accepted and checked for a flight at the time a passenger is processed.

**Chemical Munitions**—Bombs, projectiles, grenades, or the like containing a chemical agent. Such agents include war gases and incendiaries but exclude riot control agents.

**Circuitous Travel**—Travel by a route other than the one that would normally be prescribed by a transportation officer between the places involved.

**Civil Reserve Air Fleet (CRAF)**—Civil air carriers of US registry, which contractually commit themselves to provide personnel, services, and aircraft to support AMC under, stated emergency conditions., AMCPAM 24-2, and appropriate airlift services contracts provide all information and guidance required for CRAF aircraft.

**Classified Shipment**—A shipment assigned security classification by the shipper and requiring special handling by the carrier, consignee, and aerial ports/air terminals from origin to destination.

**Close Blood or Affinities Relatives**—A permanent member of, and a resident in, a military member's or DOD civilian employee's household and dependent on the sponsor for a home.

**Coin Assist**—Designates the space available travel of spouses, accompanying children, and dependent parents of military personnel reported missing in action or captured. This travel is for humanitarian purposes and is allowed on approval of the Chief of Staff, United States Army; Chief of Staff, United States Air Force; Chief of Naval Operations; or the Commandant of the Marine Corps.

**Collocated Operating Base (COB)**—An allied base designated for joint or unilateral use by US wartime tactical augmentation or for the wartime relocation of in-place US forces.

**Command and Control Information Processing System (C2IPS)**—Designed to support planning, scheduling, capabilities, and execution monitoring for DOO, DOF, DO, IN, SG, air evacuation, and weather functions at COMALF, ALCC, fixed units, deployable units, and airlift control elements. C2IPS will be installed in the air terminal operations center (ATOC). The system is planned to interface with GDSS.

**Commercial Air Movement (CAM)**—Commercial airlift mission arranged by AMC for the movement of DOD troops and associated cargo.

**Commercial Augmentation**—Airlift services provided by a commercial air carrier for the movement of DOD traffic. These airlift services augment the AMC TWCF organic capability in providing airlift services.

**Commercial Gateway**—A commercial airport serving as an origin/destination point for international air travel.

**Common Carriage Cargo**—Cargo moved in less than planeload lots by a commercial carrier not covered by a Category A contract.

**Common User Airlift Service**—Airlift service provided by industrial fund aircraft on a common basis for all DOD agencies and as authorized for other agencies of the US government for the movement of traffic over established airlift service routes or over other than established routes between points mutually agreed on by the airlift service operating agency and the agencies originating the request.

**Common User Tariffs**—Charges for transportation provided to all DOD agencies.

**Common User Traffic**—Traffic identified in DOD 4515.13-R, *Air Transportation Eligibility*, transported on AMC industrial fund aircraft and/or opportune airlift.

**Competent Authority**—An official bearing the title of commander or commanding officer or higher authority in the chain of command of the Army, Navy, Air Force, Marine Corps, Coast Guard (when assigned to the operational control of the Navy), and the Reserve components of the aforementioned organizations.

**Competent Medical Authority**—A physician cognizant of the medical needs of a sick, injured, or wounded person and having a responsibility to provide (or to arrange to provide) the necessary medical care for that person.

**Complimentary Snacks/Beverages**—Snacks and beverages paid for by TWCF, which are given to passengers on a no-charge basis to enhance comfort during flight on military aircraft.

**Concurrent Servicing**—The simultaneous servicing of fuel, in conjunction with maintenance, inspection, and loading of baggage and/or cargo with or without passengers onboard.

**Concurrent Servicing Supervisor (CSS)**—The person responsible for the on-site supervision of all aspects of concurrent servicing operations.

**Continental United States (CONUS)**—The 48 contiguous states and the District of Columbia.

**Contingency Operations/Mobility Planning and Execution System (COMPES)**—A tool that enables the Air Force to plan for war and contingencies; and at execution, to match and track requirements, people, and material in a time-sensitive manner. It standardizes and automates the procedures used by the

Air Force at MAJCOM and base level to select, deploy, and monitor contingency forces. As a result, COMPES aids in the successful completion of the wartime mission of every Air Force unit including the Reserve forces. Provides a standard automated data system to capture, store, and report Air Force deployment (manpower and logistics) detail data from base level through MAJCOM to the Joint Chiefs of Staff, unified, specified command planning and reporting systems.

**Contract Administrator (CA)**—That individual assigned to AMC units at strategic locations throughout the world to act as a representative of the administrative contracting officer. The contract administrator assists in the management of assignment contracts, acting within specific authority as delegated and as specified.

**Contract Air Terminal Operation (CATO)**—A contracted airfield, which has been designated for the sustained air movement of traffic and to serve as an authorized port for entrance or departure to or from the country in which located.

**Contract Civilian**—Any person employed by an agency/company under contract to the DOD.

**CONUS APOD Cargo Handling Time**—Begins at APOD receipt time and ends when cargo leaves the port.

**CONUS APOD Processing Time**—Begins at APOD receipt time and ends when a commercial carrier is identified for onward movement of the cargo. May also end at the time cargo is released to the local base supply.

**CONUS Carrier Response Time**—That time given commercial carriers to respond to commercial movement requirements and APODs to consolidate, load, and document cargo.

**Courier, Defense Courier Service (DCS)**—An officer or an enlisted member in the grade of E7 or above, of the Departments of the Army, Navy, or Air Force, assigned to a courier station to perform Defense Courier Service duties. See also Dedicated DCS courier and Designated Couriers.

**Courier Material**—Material accepted by the Defense Courier Service (DCS) for movement on AMC, AMC contract, logistics airlift, and QUICKTRANS aircraft.

**Courier Transfer Station**—A collection and control point for carrying out the mission of the Defense Courier Service.

**Creditable Turn-In Items**—Unused items returned to the in-flight kitchen for credit and reuse.

**Crisis Action Team (CAT)**—Command and staff personnel assembled to respond to war, certain contingency, or emergency situations that require continuous action. The CAT provides continuous response during periods of increased readiness and expanded operations.

**Critical Leg**—The segment of a mission, which requires the greatest quantity of fuel, normally the longest leg.

**Critical Leg ACL**—The amount of payload (cargo, mail, passengers, and baggage) that may be carried over the segment of a mission requiring the greatest quantity of fuel.

**Customer**—The department, agency, or individual responsible for reimbursement of the industrial fund for air transportation services provided by AMC and other military airlift of the DOD.

**Customer Identification Code (CIC)**—A group of up to 15 digits developed by the user service to enable identification of AMC charges within that service's appropriation and accounting structure.

**Customer Service Branch (CSB)**—Represents the services; located at aerial ports of embarkation for the purpose of coordinating the flow of all air traffic (cargo and passenger) routed into the AMC system.

**Custom Territory of the United States (CTUS)**—The fifty United States, District of Columbia, and Puerto Rico.

**Damaged Baggage**—Damage to baggage, or contents thereof, while in the possession of the carrier.

**Damaged Shipment**—Unpackaged shipments that are damaged and commodities, which may or may not be damaged, but the exterior package of the shipment is.

**Dedicated DCS courier**—Are members of the U.S. Armed Forces or civilian employee assigned to the DCS, possessing the proper security clearance, who have successfully completed the DCS Training School, are qualified by the Commander, DCS, and can be identified by credentials issued by the DCS.

**Deployment Control Center (DCC)**—The central point from which wing or group mobility officers discharge their responsibilities of controlling, directing, and supervising deployment functions. For Army, Navy, and Marine Corps units, the DCC functions are performed by the DACG.

**Defense Courier Service (DCS)**—Provides for the secure and expeditious transmission of Top Secret, cryptographic, and other highly sensitive, time perishable material requiring protected handling by military couriers. Replaced Armed Forces Courier Service (AFRCOS).

**Defense Reutilization and Marketing Office (DRMO)**—Receives and reutilizes excess property from State, Federal, and Department of Defense agencies. Organizations may turn in or draw out property as needed.

**Defense Transportation Electronic Data Interchange (DT-EDI)**—The effort within DOD transportation to reduce paperwork and improve productivity by incorporating EDI (computer-to-computer exchange of information using a public standard) systems. EDI will be incorporated in CMOS Inc II.

**Defense Transportation System (DTS)**—Consists of military controlled terminal facilities, AMC controlled airlift, Military Sealift Command (MSC) controlled or arranged sealift, and government controlled air or land transportation.

**Delay**—The criteria for military and commercial aircraft differ:

(1) **Military Aircraft**—For home station originating departures, a reportable delay occurs when the mission departs more than 14 minutes after scheduled takeoff time. For other military aircraft departures, a reportable delay occurs when a mission exceeds its scheduled ground time or scheduled time of takeoff, whichever is later, by more than 14 minutes.

(2) **Commercial Aircraft**—A reportable delay occurs when the mission departs the blocks more than 20 minutes after scheduled block time.

**Delay En Route**—Stop-off privilege offered to passengers at any traffic stop along the direct route of a scheduled AMC flight. If the segmented cost is more than the direct cost, the traveler pays the difference.

**Department**—As used here, refers to the Department of the Army, Navy, or Air Force.

**Departure Airfield Control Group (DACG)**—The organization provided by the command that will control the unit to be airlifted from the marshaling area until released to the TALCE at the ready line. For

Air Force units, the DACG functions will be performed by the Movement Control Center (MCC) when deploying from an Air Force base/installation.

**Deployable Global Air Transportation Execution System (DGATES)**—Deployable air transportation computer system supporting the SECDEF migration strategy. DGATES has the capabilities of GATES on a deployable nature. See GATES definition for capabilities.

**Depositioning Leg**—That portion of a flight necessary to return an aircraft to its home base or station where it will resume its normal operations.

**Designated Couriers**—is an appropriately-cleared active duty member of the U.S. Armed Forces (in the grades E-5 or above) or, when authorized, a U.S. Government civilian employee (in the grade GS-5 or above), who is selected to take custody of, safeguard, and escort a particular DCS shipment.

**Designed Operational Capability (DOC)**—A MAJCOM-prepared, Air Staff-approved document that defines a unit's capability to perform its assigned mission within a specific response time.

**Destination Station**—Base at which a mission terminates as reflected in the AMC cargo and passenger schedules, mission setup message or OPLAN/OPORD, and where the mission identifier is changed.

**Distinguished Visitor (DV)**—All US military personnel (active and retired), foreign national personnel, and civilians in the grade of colonel, Navy captain, GM-15 or above.

**Diversion Flight**—Operational term for the in-flight change of an aircraft's intended destination. Diversion is differentiated from a reroute in that a diversion occurs during flight.

**Diversion of Traffic**—Traffic diverted from one mode of transportation to another. May also apply to traffic for which the destination is changed en route (reconsignment).

**Documented Weight**—Total weight shown on TCMDs.

(1) **Nonpalletized Shipments**—The actual TCMD weight.

(2) **Palletized Cargo**—A total of TCMD weights of all the cargo on the pallet.

(3) For manifesting, it is the total of TCMD weights of all cargo listed on the manifest.

**DOD Agencies**—All DOD agencies and quasi-DOD agencies such as Army-Air Force Exchange Service, Navy Ship's Store, and those DOD contractors whose transportation is directly related to official DOD activities and costs are paid or reimbursed from DOD funds or when the contract specifies that transportation be furnished at the DOD expense.

**DOD Civilian**—Any civilian employed by the DOD.

**Domestic Shipment**—Shipment between points within the CONUS.

**Drop Zone (DZ)**—A specific area on which airborne troops, equipment, and supplies are airdropped.

**DTS**—See Department of Defense Transportation System.

**Dual Configured Mission**—See Mixed Cargo and Passenger Missions.

**Emergency Equipment**—Survival equipment placed aboard an aircraft for over water, polar, or desolate terrain flights.

**En Route Station**—Station between points of origin and destination at which the airlift mission will stop.

**Escort**—A member of the armed forces (to include DOD, contract, and other government agencies' personnel) assigned to accompany, assist, protect, or otherwise ensure the security, serviceability, or immediate employment of cargo at destination stations. Escorts must possess travel orders in accordance with DOD 4515-13-R.

**ETA**—Estimated time of arrival of an aircraft over a given point or station.

**ETD**—Estimated time of departure.

**ETIC**—Estimated time in commission.

**Expedited Handling Shipments**—Items identified by code 1199911 in the RDD field of MILSTRIP and DTR Part II TCMDS. Items so identified override all other precedence in processing and moving shipments.

**Export Shipment**—A shipment that is sent from any air terminal to another country.

**Extra Section**—A flight operated in addition to published schedules over the same route.

**Family Member**—

- (1) Spouse of uniformed service military or DOD civilian member.
- (2) Unmarried legitimate children (including stepchildren or adopted children) under 21 years of age; or children who are physically or mentally incapable of supporting themselves, regardless of age, if dependent on the member for over half of their support.
- (3) Parents of the member, or the member's spouse, if dependent on the member or the member's spouse for over half of their support and actually resides with the member's household.
- (4) Student family members over age 21 for entitlement to transportation (AFI 36-3020, Family Member Travel).

**Federal Inspection Service Charge**—Fee charged to each passenger entering the US on Category B missions through commercial gateways. The charge is distributed to US Customs and Immigration and Naturalization Service. Cash payment of this charge applies only to space available passengers. The charge is included in the tariff for duty passengers.

**Flag Stop**—A special stop by a scheduled mission at a station that is not part of the channel system. Flag stops are made on missions between channel stations.

**Forward Operating Base (FOB)**—The base, possibly inside the employment area, to which personnel, equipment, and supplies are delivered from the FSB by tactical aircraft.

**Forward Staging Base (FSB)**—A base outside an employment area, to which personnel, equipment, and supplies are delivered by strategic deployment methods.

**Found Baggage**—Unclaimed baggage or individual articles, such as coats, hats, gloves, etc. Baggage received but not manifested.

**Frequency Channel**—A channel where the minimum number of missions for a given period is based on user stated mission essential needs rather than cargo forecasts or generation. US TRANSCOM must approve the minimum number per period. Service above the minimum is determined by tonnages

generated by the user.

**Frustrated Cargo**—Cargo that must be referred to the shipper services representatives for correction of packaging and/or documentation discrepancies before further processing can occur.

**Forward Supply Location (FSL):** —Supply activity located at a key point along an AMC airlift traffic route and designed to stock selected aircraft spares and spare parts to support the AMC Airlift Fleet

**FSS (Forward Supply System)**—The system existing for the positioning of peculiar spares at selected overseas forward supply locations to support AMC en route aircraft. Re supply of spares is accomplished through primary supply points (PSP).

**Full Mission Capable (FMC)**—An aircraft capable of flying all missions.

**Global Air Transportation Execution System (GATES)**—Air Mobility Command's system for manifesting passengers and cargo for airlift. The system also contains inter-modal capabilities like the ability to prepare truck manifests. GATES reports near real time in-transit visibility (ITV) data to the Global Transportation Network (GTN) and provides seamless transition between peacetime and wartime operations. Includes both DGATES and RGATES architectures.

**General Services Administration (GSA) City Pair Fares**—GSA-contracted passenger airfares for specific origin and destination points for use by government employees on official business.

**Generation**—Cargo delivered to an aerial port by the shipper services for movement via channel airlift.

**Global Decision Support System (GDSS)**—A distributed command and control system composed of seven nodes that support HQ AMC, the numbered air forces (NAF), and the National Guard Bureau. Each site keeps the entire command and control system current by continuous updates to a totally replicated database. C2 GDSS is used for execution and monitoring airlift missions. CAT GDSS is used primarily during JCS Crisis Action Procedures. GDSS will interface with the communications processors from the C2IPS program.

**Global Transportation Network (GTN)**—An integrated network of command, control, communications, and computer systems as well as related procedures, policy, and personnel in support of USTRANSCOM's global transportation management and operations.

**Greenwich Mean Time (GMT)**—Also called Zulu Time. Used as the prime basis of standard time throughout the world.

**Green Sheet**—A procedure whereby specifically identified cargo in the AMC system may gain movement precedence over other priority cargo of the same service including 1199911 shipments.

**Gross Weight**—For palletized cargo, total weight of the cargo, pallet, and tie down equipment; for unpalletized cargo, the actual (scale) weight of the cargo.

**Ground Time**—Period of time an aircraft is on the ground. Ground times for military and commercial aircraft differ; military aircraft ground time is computed from landing to takeoff while commercial aircraft is from block in to block out.

**Grouped Channels**—Low-volume channels in the same geographical area that can be combined for purposes of operations. Individually, each channel may have a forecast under 300 tons/month, but by combining the tonnage and routing an aircraft through more than one APOE/APOD, more frequent service can be provided.

**Hand Carried Baggage**—All baggage carried aboard the aircraft by a passenger, such as cosmetic cases,



briefcases, shaving kits, small cartons, boxes and packages.

**Hand Held Terminal (HHT)**—A remote, portable input device that allows the aerial port database to be updated from locations where cargo is processed.

**Hazardous Cargo**—Any material which (by virtue of its properties) is flammable, corrosive, an oxidizing agent, explosive, compressed gas, poisonous, irritating, an etiologic agent, radioactive, magnetic, and items not otherwise specified (NOS). (AFJMAN 24-204).

**Head Tax**—Tax for each passenger departing the 50 United States on an international flight (reference Tax Equity and Fiscal Responsibility Act of 1982). Cash payment of the head tax applies to space available passengers. The head tax is included in the tariff for duty passengers.

**High Frequency Channel**—A frequency channel validated for operation 3 or more times a week.

**High Volume Requirements Channel**—A channel that has a user stated requirement for airlift of 300 tons or more each month.

**Hi-Line Dock**—A loading dock equipped with rollers.

**Home Station**—That base to which an aircraft is assigned.

**Host-Tenant Support Agreement (HTSA)**—An official, recorded document between the host and tenant. The support agreement formally identifies the specific support functions and related responsibilities performed by the host and tenant. It identifies support provided by various base elements and determines the responsible organization.

**Household Pets**—Dogs and cats.

**Humanitarian Cargo**—Privately donated (nongovernmental source) goods/supplies meeting US State Department approval. Humanitarian assistance cargo can be moved by DOD transportation after proper coordination is established. The Denton and McCollum Amendments are two humanitarian assistance programs that accommodate this cargo. Both are congressionally mandated programs.

(1) **Denton Amendment**—Humanitarian Cargo authorized movement via DOD transportation on a space available basis at no charge to any area of the world. This cargo includes goods and/or supplies furnished by a nongovernmental source and intended for humanitarian assistance.

(2) **McCollum Amendment**—A humanitarian assistance program with authorized transportation funds for humanitarian relief for persons displaced or who are refugees due to the invasion of Afghanistan by the Soviet Union.

**Import Shipments**—A shipment received at any air terminal from another country.

**In-Bond Shipment**—Cargo, which cannot be entered into the United States in the name of AMC or the DOD or for which customs entry has not been arranged by the shipper, may be sent from the port of entry in-bond under the Customs Form 7512, *Transportation Entry and Manifest of Goods Subject to Customs Inspection and Permit*.

**Inbound Shipment**—Any shipment moving to an air terminal from another air terminal.

**In-Check Time**—The GMT hour and date cargo/mail shipments are physically accounted for and all documentation and packaging requirements have been verified and accepted by the air terminal.

**In-Flight Meal**—Meals offered to passengers for in-flight consumption.

**Industrially Funded Organization**—Those organizations having the primary responsibility for the performance of airlift service or are engaged fundamentally in the direct support of organizations performing airlift service.

**Inter-theater Shipment**—Any shipment requiring conveyance from one theater of operation to another outside the CONUS, either by air, water, or land, including those shipments transshipped through CONUS facilities.

**Intransit Passenger/Shipment**—Traffic off-loaded at a station other than the destination station and placed aboard an aircraft at en route stations for onward movement.

**Intratheater Shipment**—Any shipment that requires conveyance from one location to another within a theater outside the CONUS.

**Intransit Visibility (ITV)**—The ability to provide timely and accurate information on the identity, status, and location of DOD unit equipment and non-unit resupply moving through the logistics pipeline from cargo offering and/or initial requisition to receipt by the requester.

**Instructional System Development (ISD)**—A five-step process of:

- (1) Analyzing system requirements.
- (2) Defining requirements.
- (3) Development of objectives and tasks.
- (4) Planning, developing, and validating instructions.
- (5) Conducting and evaluating instructions.

**Jetway**—See Passenger Loading Bridge.

**Julian Calendar Date**—A day of the year numbered consecutively from 1 January through 31 December, inclusive.

**Lift Time**—The take off time of an aircraft transporting cargo and mail.

**Loadmaster**—An Air Force technician who accomplishes loading and off-loading aircraft functions; performs preflight and post-flight of aircraft and aircraft systems; configures aircraft for specific airlift missions; computes weight and balance; ensures safety and security of cargo, mail, and baggage in-flight; provides for safety and comfort of passengers/troops; fulfills border clearance requirements; prepares supplies and equipment for airdrop; and conducts cargo and personnel airdrops.

**Logistics Applications of Automated Marking and Reading Symbols (LOGMARS)**—The overall objective of LOGMARS is to improve logistics systems and enhance movements of supply in the most efficient, expeditious manner by use of the DOD standard machine-readable symbology (i.e., bar code).

**Logistics Readiness Center (LRC)**—Coordinates with supply, maintenance, and transportation agencies to expedite monitored shipments of NMCS/VVIP items.

**Low Frequency Channel**—A frequency channel validated for operation less than 3 times each week.

**Low Volume Requirements Channel**—Requirements channels with monthly movement less than 300

tons and frequency channels with fewer than 3 times each week service.

**Machine Readable Label**—An encoded cargo label that may be read directly by a hand-held computer terminal.

**Mail**—Bagged letters, packages, and other matter accepted into the US civil or military postal service for transportation by agency airlift service aircraft.

**Man-Days**—A day of active duty (AD) or active duty training (ADT) for which a Reserve member is entitled to pay and allowances. Man-days and/or calendar days are synonymous when applied to reporting procedures in this regulation.

**Manifest**—Movement record of traffic transported on aircraft operated by, for, or under the control of the Department of Defense.

**Married Pallet**—See Pallet train.

**Materials Handling Equipment (MHE)**—Special purpose cargo handling equipment compatible with the 463L cargo handling system. Examples are the 10K forklift and 40K Aircraft Cargo Loader (K-loader).

**Maximum Gross Landing Weight**—A fixed value based on structural limitations of the aircraft.

**Maximum Gross Takeoff Weight**—Stated allowable upper limit for the particular aircraft.

**Mechanized Materials Handling System (MMHS)**—Any system of powered or automated equipment used for the express purpose of handling cargo, mail, and baggage.

**MICAP**—See Mission Capability.

**Military Traffic Management Command (MTMC)**—The single manager operating agency for military traffic land transportation and common user ocean terminals. Serves as clearance authority for traffic entering the Defense Transportation System (DTS).

**Military Standard Requisitioning and Issue Procedures (MILSTRIP)**—DODM 4000.25.1 Outlines procedures for requisitioning and issuing government property for movement through the DOD transportation pipeline.

**Mission Capability (MICAP)**—The term MICAP is used to classify items of highest priority; it is a unique system used to secure material needed to repair mission essential equipment. The MICAP system provides a method of obtaining the kinds of items required by Air Force organizations to maintain mission capability. See AMCI 23-102, *Expeditious Movement of AMC MICAP, VVIP, and FSS Items*, for command guidance.

**Mission Identifier**—A composite code of alphabetical and numerical equivalents composed of four parts: a mission number conversion prefix, basic mission number, basic mission number suffix, and scheduled operating date. (AMC Cargo/Passenger Schedules).

**Mixed Cargo and Passenger Missions**—Scheduled airlift missions designated in the AMC passenger/cargo schedule or by HQ AMC for the movement of both cargo and passengers, and requiring the following modified configuration:

- (1) Passenger aircraft configured for the movement of passengers when a minimum of 14 seats are removed to make space available for cargo and mail. Passenger missions are not considered mixed when small cargo or mail are placed aboard.

(2) Cargo aircraft configured for moving cargo/mail when a minimum of 14 seats are installed to accommodate passengers.

**Mobile Aerial Port Flight (MAPF)**—Provides mobile terminal operations in support of airlift forces. Mobile terminal operations include functions necessary to support aerial port operations at a forward operating base.

**Modernization of Defense Logistics Standard Systems (MODELS)**—Program to modernize the Defense Logistics Standard System (DLSS) by redesigning the way DLSS functions are performed and applying capabilities provided by technology advances in computer and telecommunications.

**Module or Training Module**—An instructional package designed to communicate information describing a task, policy, or procedure. Modules can be written materials, visual aids, audio recordings, or a combination of these processes to form a particular type media (see media).

**Movement Ready Cargo**—Shipments for which all processing steps have been completed and are in a configuration for onward movement.

**National Interest Traffic**—Nongovernmental traffic, the movement of which the head of an executive department or agency considers to be beneficial to the political or economic interest of the United States.

**NBI** (nothing but initials)—A word processing system used by AMC CONUS TMOs for preparing Government Bills of Lading (GBL) and maintaining traffic distribution records for surface freight movements. It maintains records on freight and personal property shipments, accomplishes management reports, and captures T-WRAPS data.

**Net Weight**—The weight of an item being shipped, excluding the weight of the packing material and container. In the case of a pallet of cargo, it is the weight of the cargo excluding the weight of the pallet and tiedown.

**No-Show Passenger**—An individual with a confirmed reservation for a specific mission who fails to check in at the appropriate passenger service counter in time to be processed and manifested for that mission.

**Noncombatant Evacuation Operations (NEO)**—Movement of DOD, Department of State, other US personnel, and designated aliens who must be moved from a threatened geographic area or theater of operations.

**Non-DOD Federal Agencies**—All US Federal agencies and quasi-federal agencies such as the National Science Foundation, Smithsonian Institute, and those contractors whose travel is directly related to the US Federal agency interest and when the contract with the federal agency specifies that transportation will be paid by the appropriate US Federal agency.

**Non-DOD US Government Tariff**—Charges for transportation provided other federal agencies of the US Government other than DOD

**Nonscheduled Missions**—Missions not published in the monthly AMC Passenger or Cargo schedules. Nonscheduled missions include the following categories: AMC directed special assignment airlift missions (SAAM); special air missions (SAM); and support, administrative, transfer of assignment, training, AMC NAFs or unit support route familiarization; maintenance test; positioning or depositioning missions.

**Non-US Federal Agencies**—FMS and non-US Federal agency users and individuals authorized transportation under DODR 4515.13 (use FMS and non-US Government channel tariffs).

**Non-US Flag Carrier**—A foreign-owned air carrier.

**Non-US Government and Foreign Military Sales Tariff**—Tariff that is applicable to traffic that may be authorized to move in the national interest and not primarily of official concern to the government branches, agencies, or departments.

**Not Mission Capable (NMC)**—An aircraft in this status cannot fly any mission.

**Not Mission Capable Supply (NMCS)**—Denotes a shipment marked for an aircraft that is not capable of performing any portion of its mission due to the lack of parts.

**Nuclear Cargo**—Nuclear weapons or components of such weapons containing fissile nuclear material.

**On-Time Arrival**—An aircraft that blocks in, on, or before scheduled arrival time, plus 15 minutes.

**On-Time Departure**—An aircraft that takes off at the scheduled or established time. Take off within 14 minutes of scheduled time (military) or block-out within 20 minutes of scheduled blocks (civilian) is an on time departure.

**Operating Base (OB)**—A base on which all essential buildings and facilities are erected. Total organizational and intermediate maintenance capability exists for all assigned weapon systems. The intermediate maintenance capability may be expanded to support specific weapon systems deployed to the OB.

**Operating Location (OL)**—Sub-units of parent aerial port squadrons as assigned to accomplish air terminal activities or to provide technical-assistance to US Navy or Marine Corps units in support of airlift operations.

**Operating Weight**—Basic aircraft weight plus the weight of crewmembers, crew baggage, oil, emergency equipment, steward's equipment, and extra equipment. Operating weight excludes the weight of fuel and payload.

**Operation Centers/Command Post (OC/CP)**—A functional element of an organization responsible for command supervision and control of aircraft movements. It is organized and equipped to gather, analyze, process, and present operational data as required to control AMC forces.

**Operational Order (OPORD)**—A directive, usually formal, issued by a commander to subordinate commanders for the purpose of coordinating execution of an operation.

**Operation Plan**—Any plan, except the SIOP, for the conduct of military operations in a hostile environment prepared by the commander of a unified or specified command in response to a Joint Chiefs of Staff requirement. Operation plans are prepared in either complete or incomplete form.

**Operation Plan in Complete Format (OPLAN)**—An operation plan for the conduct of joint operations that can be used as a basis for development of an OPORD. Complete plans include deployment/employment phases, as appropriate.

**Operation Plan in Concept Format (CONPLAN)**—An operation plan in an abbreviated format that would require considerable expansion or alteration to convert it to an OPLAN or OPORD.

**Operational Control**—Authoritative direction necessary to accomplish the mission. In airlift operations, it includes authority to initiate, continue, reroute, divert, or terminate an airlift mission to accomplish the

mission or in the interest of flight safety.

**Operationally Ready Aircraft**—An unlimited aircraft capable of flight, having all required equipment operationally ready to carry out the primary mission for which it is assigned.

**Operator**—The airlift unit designated to conduct an airlift mission.

**Opportune Airlift**—Any aircraft not on a scheduled channel mission that offers space for passengers, cargo, and/or mail.

**Outsize Cargo**—Cargo that exceeds the capabilities of the C-141B aircraft, and requires the use of a C-5/C-17. Consult the TO 1C141B-9, *Aircraft Loading Instructions*, to determine if the item can be transported on the C-141B aircraft.

**Over Packed Meals**—Frozen meals loaded on the aircraft at one station to be used by passengers originating at stations where the capability to provide frozen meals does not exist.

**Overseas APOD Processing Time**—Begins at APOD receipt time and ends when cargo is offered or released (whichever occurs first) to the consignee for onward movement.

**Overseas Shipment/Delivery Time Segment**—The UMMIPS segment which begins when cargo is receipted at the CONUS aerial port of embarkation (APOE) and ends when the cargo is delivered to the overseas requisitioning installation.

**Over Shipment**—Unmanifested cargo or mail received by an air terminal.

**Oversize Cargo**—Any single item that exceeds any one of the following dimensions: 104 inches wide, 84 inches long, and 96 inches high (not to exceed C-141B height restrictions. Will not fit on a single 463L pallet. For broad planning purposes, a 463L pallet loaded to a maximum height of 48 inches will fit all main deck loaded CRAF cargo aircraft; however, planners must realize that height increases are possible by contouring to the cargo envelope of the particular aircraft.

**Palletized Cargo**—Cargo configured on a 463L pallet for airlift.

**Pallet Net Weight**—The total documented weight of all cargo placed on a pallet. The net weight is determined by adding the documented weight for each shipment or item as indicated on the TCMD.

**Pallet Pit**—A component of the MMHS consisting of a pit equipped with a hydraulic system that allows the pallet to recede into the pit as cargo is stacked on it.

**Pallet Train**—Two or more 463L pallets physically joined to transport cargo that exceeds the dimensions of a single pallet. Also called a married pallet.

**Partial Mission Capable (PMC)**—An aircraft that has systems working to fly at least one mission.

**Partial Pallet**—An uncapped 463L pallet containing one or more shipments with a pallet identification assigned.

**Passenger/Cargo Configured Aircraft**—See Mixed Cargo and Passenger Missions.

**Passenger Configured Aircraft**—Aircraft employed principally for the transportation of passengers.

**Passenger Deployment Function (PDF)**—A subordinate work center of the Transportation Control Unit (TCU) responsible for complete passenger services to prepare and process personnel and baggage for deployment.

**Passenger Loading Bridge**—A maneuverable and adjustable covered walkway used to deplane and

enplane passengers between the aircraft and terminal.

**Passenger Movement Automated Management System (PMAMS)**—An AMC unique computer system designed to automate the passenger movement function within the TMO. Captures data for the T-WRAPS report.

**Passenger Reservation Center (PRC)**—The organization charged with the administration and execution of passenger reservations. HQ AMC /TACC/XOG manages Category B and M seat inventory, and operates the reservation center in the CONUS. Regional PRCs provide reservation activities for their respective geographic regions.

**Passenger Service Center (PSC)**—The primary assistance point in the passenger terminal. Provides a PRC coordinated interface between the check-in counter and the passenger who arrives late, without a reservation, or with a travel problem. Accomplishes flight set up for all flights processed in GATES. Has reservation/booking control for scheduled passenger missions from the time the premanifest is received until the mission departs. Determines travel eligibility, signs up and selects space available and duty standby passengers for movement, and maintains passenger backlog listings.

**Payload**—That combined weight of passengers, baggage, mail, and cargo carried on an airlift mission.

**Performance Oriented Packaging (POP)**—A United Nations standardized cargo packaging method for international movement of hazardous materials shipments.

**Personal Excess Baggage**—Pieces/weight in excess of that authorized; the passenger is required to pay for this baggage.

**Phase I Terminals**—Air terminals with personnel qualified to load plan and sequence loads for cargo configured aircraft normally handled by AMC.

**Phase II Terminals**—Air terminals with personnel certified to load plan, sequence, load, and download aircraft without aircraft loadmaster supervision in accordance AMCI 24-101 Vol.7.

**Pilfered Baggage**—Baggage reported as having been tampered with and/or contents removed.

**Pilfered Shipment**—Cargo or mail received in a condition that indicates tampering.

**Pipeline**—In logistics, the channel of support or a specific portion thereof, by means of which material or personnel flow from sources of procurement to their point of use.

**Port Holding Time**—The total elapsed time between cargo receipt time and departure time.

**Positioning Leg**—That portion of a flight necessary to move an aircraft from a station to a point at which a directed operation commences.

**Processed Time**—The GMT hour and date that all required documentation and acceptance actions have been completed and the shipment is in a configuration which allows air terminal personnel to select them for onward movement.

**Quality Assurance Specialist (QAS)**—Individuals properly appointed to perform evaluations and document discrepancies of the contract. They are trained in contract surveillance techniques and receive Standards of Conduct orientation training.

**Range Ride**—An in-flight evaluation of a commercial air carrier's cabin services and conditions by a designated AMC representative.

**Reefer Cargo**—Perishable commodities that require refrigerated (chill and freeze) stowage at prescribed

temperatures while in transit.

**Rehandled Aircraft**—Aircraft requiring the administrative update of ground handling records and/or the reaccomplishment of aerial port support functions due to an abort, delay, cancellation, in-flight reroute, or an aircraft swap. Included is reservicing of aircraft by fleet service at crew requests after initial service has been accomplished.

**Rehandled Cargo/Mail**—Cargo/mail required to be rehandled due to requirement changes outside the control of the air terminal, including resequencing, bumped pallets, transferal of a load from one aircraft to another, pallet reconfiguration, diversion, or returning a load to storage location after a mission cancellation.

**Rehandled Passengers**—Passengers who are retransported, off-loaded (after having been loaded), reantihijacked, remanifested, reboarded, or reprocessed due to circumstances not controllable by ATOC. These passengers will be recorded on AMC Form 108, *Rehandled Passenger Workload*, for inclusion in the RCS: HQ AMC-DOZ(M&Q) 7107 Report.

**Remote Consolidated Aerial Port Subsystems (RCAPS)**—A legacy computer system designed for use by air terminals to process and manifest passengers, cargo, and mail. RCAPS was replaced by GATES at AMC aerial ports but is still utilized by smaller non-AMC terminals for manifesting. **AMC does not provide trouble shooting or work maintenance issues for RCAPS.**

**Remote Global Air Transportation Execution System (RGATES)**—Air Mobility Command's transportation system for manifesting passengers and cargo for airlift. RGATES has the capabilities of GATES on a smaller computer platform. See GATES definition for capabilities.

**Required Delivery Date (RDD)**—A calendar date that specifies when material is actually required to be delivered to the requisitioner and it is always a date that is earlier or later than the computed standard delivery date; i.e., a required delivery date cannot exactly equal a computed standard delivery date.

**Requirements Channel**—An AMC channel that serves two points on a scheduled basis, depending on the volume of traffic forecast generated by the user. **Retrograde Cargo/Mail**—Cargo which originates in overseas areas, moved by any mode of transportation in the reverse flow of a normal traffic pattern, destined to and terminating in the CONUS.

**Revenue Traffic Data Processing Center (RTDPC)**—Air terminals designated to receive and consolidate transportation data from other specified units for retransmission to HQ AMC via GATES.

**Route**—A pattern of fixed geographical positions that, when connected, establishes the authorized flight track between point of origin and destination for AMC missions.

**Route Support**—Support given by additional airlift missions necessary to maintain scheduled operations. Route support may include direct support of aircraft parts and components, ground support items, as well as transportation for personnel directly involved in route support.

**Scheduled Departure Time**—The published time at which an aircraft is scheduled to takeoff.

**Scheduled Mission**—Mission published in the AMC cargo and/or passenger schedules.

**Seats Available**—The total seats available for each manifest destination.

**Senior Lodger**—A CRAF carrier at selected commercial airfields that has volunteered to support civil aircraft and crews flying in support of the Air Mobility Command after activation of CRAF Stage III AMCI 10-402.



**Shipper Service Control Office (SSCO)**—An activity established by a military service or agency to perform logistics management functions such as serving as an airlift clearance authority for CONUS export shipments, determining air eligibility, responding to tracing and status queries, expediting, and providing consignment instructions for mobile units.

**Short Shipment**—Manifested air shipments of cargo/mail that are not located upon in-checking of aircraft loads.

**Small Terminal Assistance Program (STAP)**—A program in which experienced transportation personnel of HQ AMC or other designated AMC units visit selected small terminals and provide consultant service to management. These terminals generally have limited air terminal facilities, equipment, operations, and technical expertise. These terminals include but are not limited to AMC established operating locations (OL) at military bases and commercial gateways, Navy Air Terminal Support (NATS) units or Navy bases, terminals operated by other commands and/or service and served by AMC airlift, and contractor operated terminals.

**Snack Meal**—Snack and beverage purchased by a passenger for consummation during flight

**Space Assignment**—That space assigned within AMC airlift services capability, military and commercial, to airlift user forecasted requirements.

**SORTS**—See Status of Resources and Training System.

**Space Available Traffic**—That traffic authorized for movement as outlined in DOD 4515-13-R.

**Space Block**—A reservation of space requested by the user and confirmed by the controlling agency. This reservation is made to ensure that space is made available for movement of specific traffic on a particular mission.

**Space Required/Cash Reimbursable**—Space available passengers who are authorized and have elected to purchase an ATA for their movement in accordance with the provisions outlined in DOD 4515.13-R, chapter 4. Cash reimbursable means the passenger reimburses the DOD for the travel provided.

**Space Required Traffic**—Those categories of reimbursable traffic as outlined in DOD 4515.13-R.

**Special Air Mission (SAM)**—Missions operated by aircraft assigned to the 89 AW in support of the special airlift requirements of the DOD.

**Special Assignment Airlift Mission (SAAM)**—A mission operated by AMC (other than the 89 AW) which requires either a special pickup or delivery at points other than those established within the AMC route structure; or requirements for movement within this structure that requires special consideration because of the number of passengers, weight, size of cargo, urgency or sensitivity of movement, or other special factors.

**Special Assignment Airlift Requirements**—Airlift requirements, including JCS directed/coordinated missions, which require special consideration due to the number of passengers involved, weight or size of cargo, urgency of movement, sensitivity, or other valid factors which preclude the use of channel airlift.

**Split Shipment**—A shipment unit divided into smaller movement units.

**Sponsoring Agency**—Departments of the Army, Navy, Air Force, or Marine Corps authorizing the air movement of traffic.

**Sponsor Service Representative (SSR)**—Representative of the department or agency responsible for the funding of the airlift. The SSR is usually referred to as APLO, CSB, ACA, etc.

**Squadron/Port Operations Officer**—The individual responsible to the organizational commander for the overall management, control, inspection, and technical supervision of air terminal operation activities.

**Status of Resources and Training System (SORTS)**—A system used in command and control that reports a unit's readiness and capability to respond to their designed operational capability. SORTS replaced the Unit Status and Identity Report (UNITREP).

**Stowaway**—An unauthorized individual who conceals himself or herself aboard an aircraft for the purpose of obtaining illegal passage.

**Stowed Baggage**—See checked baggage.

**Subsistence in Kind (SIK)**—Used to identify passengers who are authorized to receive government meals at no charge in accordance with AFI 34-239 Food Service Management

**Surface Lift Time**—Elapsed time between transfer to cargo custody at the APOD and receipt by the overseas requisitioning base.

**System Entry Time (SET)**—The time shipment arrives at the initial aerial port of embarkation. This time will stay with the shipment through the system regardless of intransit points until custody is transferred at the final AMC APOD. The concept is designed to provide accurate visibility of total AMC possession time which the aerial port will use for moving cargo on a first in, first out (FIFO) basis based on time in the airlift system.

**System 463L**—A materials handling system compatible with various modes of transportation required in accomplishing the air logistics and aerial delivery mission. Included in the system are all the aircraft with dual rail systems, materials handling equipment (MHE) such as K-Loaders, 10K forklifts, the pallet/net module, and mechanized materials handling systems (MMHS).

**Tanker Airlift Control Element (TALCE)**—A functional airlift organization (provisional) established to provide operational control and support to air elements at an air facility. Normally, it includes an operations function, such as movement control and communications, a support function that relates to the air facility itself, and a liaison with appropriate airborne or other air units. The ALCE is utilized to support and control exercise/contingency operations on both a planned and "no-notice" basis.

**Tare Weight**—For palletized shipments, the weight of the pallets and nets used.

**Test Measurement and Diagnostic Equipment Laboratory (TMDEL)**—Performs calibration of electronic test equipment, scales, etc. Formerly called the Precision Measurement Equipment Laboratory (PMEL).

**Theater**—The geographical area outside the CONUS for which a commander of a unified or specified command has been assigned military responsibility.

**Throughput Pallet**—A pallet moving through the air terminal intact. These pallets arrive in a built-up configuration and do not require breakdown for onward movement (ALOC, NAVCON, and Code J pallets).

**Through-Shipment**—Cargo that remains associated with a mission through successive en route stops.

**Time Cargo Configured for Selection**—The time when the pallet, on which the cargo is loaded, is completed and closed out, or the time the decision is made to move the cargo loose (unpalletized). This time will be expressed as the GMT hour/date.

**Time Phased Force Deployment Data (TPFDD)**—The computer-supported data base portion of an

operation plan; it contains time-phased force data, nonunit related cargo and personnel data, and movement data for the operation plan.

**Time Phased Force Deployment List (TPFDL)**—Appendix 1 to Annex A of the OPLAN. Identifies types and or actual units required to support the OPLAN and indicates origin and PODs or ocean cargo requirements. May also be generated as a computer listing from the TPFDD.

**Traffic**—Cargo, mail, courier material, passengers, and patients and their accompanied baggage accepted for movement via airlift service agency aircraft.

**Traffic Documentation**—The forms used to process, record, and report the handling and movement of traffic by the airlift service.

**Traffic Management Office (TMO)**—The TMO arranges for surface and air, military and commercial transportation of people, household goods, unaccompanied-baggage, and cargo via all transportation modes.

**Transportation Account Code (TAC)**—A four-digit code that identifies the appropriate service, agency, or contractor account to be charged for transportation services.

**Transportation Control Movement Document (TCMD)**—A document, DD Form 1384, *Transportation Control and Movement Document*, prepared by the shipper for each shipment of cargo/mail.

**Transportation Control Number (TCN)**—A 17-digit number assigned to control a shipment unit throughout the transportation cycle within the DTS.

**Transportation Control Unit (TCU)**—A control point that monitors and controls the transportation actions required to process passengers and cargo for deployment (AFI 10-403, *Deployment Planning and Execution*).

**Transportation Operational Personal Property System (TOPS)**—An automated system to connect all personal property shipping functions DOD-wide.

**Transportation Working Capital Fund (TWCF)**—That part of the Air Force Industrial Fund operated by AMC to finance the operating costs of the airlift services provided by the Single Manager Operating Agency for airlift services and is reimbursed for such costs by authorized customers to whom airlift service is rendered.

**Transshipment**—At an en route point, the downloading of cargo from one aircraft, reprocessing the accompanying documentation, and loading that cargo aboard a second aircraft for onward transportation.

**Truck Arrival Time**—The GMT hour and date the truck physically arrives at the terminal freight yard. At offshore ports collocated with an ACA, it is the time cargo was released to the port by the ACA.

**Unaccompanied Baggage**—That portion of a member's prescribed weight allowance of household goods or professional books, papers, and equipment or any combination thereof, which is not carried free on a ticket used for personal travel, or which normally is shipped separately.

**Unauthorized Baggage**—Baggage weight above the authorized baggage weight allowance on the travel orders. Further, those items specifically prohibited by law.

**Under generation**—The failure by a service to generate traffic equal its forecasted monthly requirements. Normally used in relation to a specific channel and/or aerial port.

**Under movement**—The difference between planned/programmed airlift load and actual payload. Expressed in seats for passengers, and in tons for cargo.

**Uniform Material Movement and Issue Priority System (UMMIPS)**—Specifies incremental time standards for requisition, issue, and movement of material for the DOD. The time standards apply to all transportation modes and vary according to the priority and the ultimate destination of the shipment.

**Unit Move**—Movement of troops and associated cargo.

**United States Transportation Command (USTRANSCOM)**—The DOD single manager for common-user and traffic management activities.

**Unit Supportability Estimate (USE)**—Document prepared by a unit stating whether or not the unit can support the tasking of a specific OPLAN.

**Unit Type Code (UTC)**—A six-character alphanumeric designator that identifies a specific capability. The USAF War and Mobility Plan, volume 3 (WMP-3), lists the UTCs for all Air Force capabilities. UTCs are used by unified and specified commands, HQ USAF, and Joint Chiefs of Staff to identify forces required to support contingency plans. They are standardized between all units tasked for the same type deployment package in order to provide proper planning for operation plan requirements.

**Unpalletized Cargo/Mail**—Cargo/mail not pallet configured (*i.e.*, loose cargo, mail, and rolling stock).

**Unprocessed Cargo**—Cargo received by the air terminal but not yet processed or configured for movement.

**UTC**—See Unit Type Code.

**Wartime Aircraft Activity (WAA)**—Volume 4 of the USAF War and Mobilization Plan (WMP). A top secret document that lists the aircraft activities of all approved war plans for each intended airfield. Extracts for individual airfields are usually classified secret and may be provided to the base planning staff by the parent MAJCOM.

**Very Very Important Parts (VVIP)**—Certain spare aircraft parts which, due to their high value, critical shortage, or immediate need to support requirements, must receive special handling during shipment.